

**CITY OF MONROE
PLANNING COMMISSION MINUTES
July 11, 2011**

✓ APPROVED

The meeting of the Monroe Planning Commission was scheduled for July 11, 2011 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chairman Loots called the meeting to order at 7:00 p.m.

ROLL CALL

Secretary Kim Shaw called the roll. The following were:

Present: Chairman Loots, Commissioners Ed Davis, Dave Demarest, Bill Kristiansen, Carl Philip, Wayne Rodland

Staff Present: Public Works Director Brad Feilberg, Secretary Kim Shaw

Chairman Loots acknowledged Commissioner Carl Philip for his years of service as this will be his last meeting. Public Works Director Brad Feilberg presented Carl with a Certificate of Appreciation for his 4 ½ years of service to the Planning Commission.

Chairman Loots called for a motion for a 10 minute recess. Commissioner Rodland made the motion to recess. Commissioner Davis seconded the motion. Vote carried 6/0.

The meeting reconvened at 7:17 p.m.

CITIZEN COMMENT

Rodney Nissen - 12425 175th Ave SE, Snohomish WA 98290

Mr. Nissen stated that he is interested in applying for the Planning Commissioner position but didn't know if he was eligible. Chairman Loots explained that he would need to submit a letter of interest to the Mayor and he will receive a response.

PUBLIC HEARING

CPA2011-B – Systems Plan Updates – Brad Feilberg, Public Works Director

As part of the city's 2011 comprehensive plan amendment cycle, the city has updated the system plans for storm water, water, wastewater, and transportation. These updates provide current information on the state of the systems and bring the capital facilities plans in line with current conditions and available funds.

Public Works Director Brad Feilberg briefed the commissioners on the 2011 Comprehensive Plan. Capital improvements have been pushed out on the calendar. He explained that the packets have been updated from comments that were entered from the workshop at the last Planning Commission meeting.

Chairman Loots opened the public testimony portion of the public hearing. With nobody wishing to speak on this item, Commissioner Kristiansen made the motion to close the public testimony. Motion seconded by Commissioner Demarest. Vote carried 6/0.

Commissioner Philip moved to recommend approval of CPA2011-B System Plans Updates to the City Council as they have been found to be consistent with the Growth Management Act, the Monroe Comprehensive Plan, the Monroe Municipal Code and other State, Local and Federal regulations. Motion seconded by Commissioner Rodland. Vote carried unanimously 6/0.

WORKSHOP

Planning Commission work plan for 2012 – presented by Public Works Director Brad Feilberg

Public Works Director Brad Feilberg explained that the comprehensive plan docketing process has started and there has been one interested party thus far which is for the First Air Field Airport. Based on the items that were included in the work program schedule, he would like to have the Planning Commission determine a priority list and also include anything that they feel might need to be added to it.

Discussion followed with Brad reviewing the list of items and the status as noted:

- Cell Tower Landscaping – recommendation from Hearing Examiner to revise – date needs to be changed to 11/09/2011
- Tree City USA – City Council didn't feel this was too important so this can be extended.
- Parking Chapter – Planning Commission might want to look at this chapter soon.
- SEPA update – Completed and will be approved by City Council
- Permit Timelines – Emergency Ordinance to extend timelines for plats – Completed
- Fence regulations – Completed
- West Main St. Corridor / Zoning Regulations – To be completed soon by adoption from City Council.
- Land Use and PWs Design and Development Standards – Need input from the commissioners on whether or not they want them all at once or one chapter at a time.
- Roosevelt Rd. rezone – Planning Commission has tabled this item to 2012; however there have been changes to the comprehensive plan designation, so this will need to be reviewed to match that.
- West Main St. Corridor – To be completed soon.
- System Plan updates – To be completed soon.
- North Area Community Plan – This item has been on the list since 2010 and the commission may want to put this on the list as a priority.
- Capital Facilities Plan – To be completed soon.
- East Monroe Comp Plan change – This item is continuing with a Request for Proposals (RFP) being sent out for the EIS study.
- Roosevelt Ridge Annexation – The council requested to have the zoning designation set before they go ahead with the election for that.

The commissioners discussed the scheduled items at length. A comment regarding the East Monroe property was made stating that since this item had already been recommended that it

should not have been docketed, but now it is back on the schedule, this should be one of the last items reviewed.

Chairman Loots identified for verification a list of the items that still remain to be completed:

- National Flood Insurance Program
- Update to the Parking chapter
- Cell Tower landscaping
- Northeast Monroe Annexation
- Roosevelt Ridge Annexation
- Roosevelt Road rezone
- North Area Community plan
- East Monroe Comprehensive plan amendment
- Consolidated Land Use and Public Work design
- Tree city USA

Director Feilberg stated that there are still items to be cleaned up in the code.

Chairman Loots asked for any audience comments on this item.

Rodney Nissen stated that he would like to see the Roosevelt Ridge annexation take place as this is currently where he lives.

Commissioner Demarest expressed that it has been awhile that the Parks Plan has been looked at and with the current events that have taken place at Lake Tye, do these events fit within that plan?

Chairman Loots requested from Director Feilberg that a list of these items be supplied to the commissioners to discuss at a later workshop.

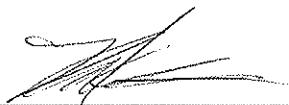
DISCUSSION BY COMMISSIONERS AND STAFF

Commissioner Kristiansen stated that he is a member of the Parks Board and they have now approved horseshoe pits at some of the parks within the city.

Director Feilberg informed that commission that they will be interviewing for the Planning & Permitting Manager soon. Also, the Planning Commission vacancy has been advertised.

ADJOURNMENT

Commissioner Philip made a motion that the July 11, 2011 Planning Commission meeting be adjourned. Commissioner Davis seconded the motion. By vote the motion carried 6/0. The meeting was adjourned at 7:55 p.m.



Paul Loots
Chairman



Kim Shaw
Planning Commission Secretary